

March-April 2010

Electronic Birth Registration Newsletter

Contacts:

* **Help Desk:**

Software problems
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* **Birth Desk:**

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* **Birth Registration**

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* **Vital Records**

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* Or

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* **Vital Records Website:**

www.dhhs.ne.gov/vitalrecords

Subscription Website:

[www.dhhs.ne.gov/vitalrecords/
partners/](http://www.dhhs.ne.gov/vitalrecords/partners/)

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* **Child Support Ack of Pat:**

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Electronic Birth This and That

From the Birth Registration Supervisor Desk

Welcome to another issue of our Newsletter.

Birth Defects in the Spotlight:



The Birth Defects section is an integral part of the EBR process. Here are some comments from Nila, the staff-in-charge of Birth Defects:

Hello! My name is Nila Irwin and I work in the Department of Health and Human Services in the Nebraska Birth Defect Registry.

I was wondering if you (the birth clerks) could give this newsletter to the person in your hospital that does the birth defects for me. I would appreciate it very much.

A reminder to all hospitals: If you don't have any birth defects in a month, please send me an email stating that and the name of your hospital.

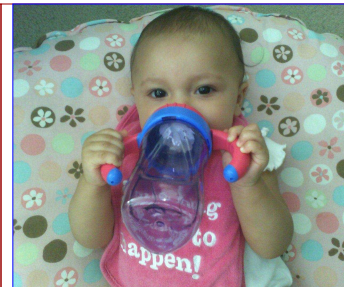
Also, please remember to go out and log on to the system at least once a month even if you have no birth defects. This will prevent IS&T from deleting you from my system.

Another change I would like to start is easy. Remember I told you if you can't find a code, to put "Other" in the defect description field and then enlarge your screen and type the defect in the next box? I have changed my mind. Type "Other" in the defect description field, enlarge your screen and type "See Notes" in the next box, and in the note area please type the defect. It is easier for me to see that way. Thank you!

You can thank Haley Heydon from Children's Hospital & Medical Center for the following information. It may help the larger hospitals a lot. If you are on a defect case and are ready to do a new defect case, do a file, new, birth defect case and it will clear the screen and you can type the new defect information and then add your defect item to it. She tried it and it did save both people. Thank you Haley again for that time saver!! You are all doing a great job!

If you have any questions please call or email me and I will be glad to answer your questions or help you through the system again. And remember I am here to help assist you and I enjoy it. *Thank you!!* Nila

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We are working on our "How to Complete the Birth Certificate Manual" to reflect updates on the software. Please make sure to review the information when you get the updating notification email from our Vital Records Subscription Page. If you are not registered yet, please do so. This is a great webpage containing not only information on births, but also on deaths, marriages and dissolutions. It has helpful links, manuals, and FAQ. To register, find the website address on the far left column.

Thanks to Mary, from St. Elizabeth's Hospital. I recently visit with her and she helped me see the Hospital Birth Clerk side of the EBR. It was a great one on one meeting and she had questions about the system that I was able to addressed. It was a great learning session for me to experience the birth registration from the Hospital Birth Clerk view. She had some questions that were added to our FAQ on our subscription page, so check them out. If you are interested in having one on one visit from Vital Records, please let me know. I will gladly meet with you. Eli

From the Birth Registration Desk

If the mother says she is married and he is not the father of the child, and does not want her husband's name on the birth certificate, a "Refusal Letter" must be filed with the birth certificate. Please send a copy to the Vital Records Office. When sending the refusal letter, make sure you marked "Y" (yes) on the EBR system to indicate the mother was married at the time of birth. If we receive the refusal letter and the EBR system says "Not married", we will reject the birth certificate.

If the mother's "Maiden" and "Legal" last name do not match, and mother says she is not married, please enter an explanation in the "Hospital Comment" box. If no comments are entered, we will reject the certificate back to the hospital requesting the information. If there has been a "Legal Name Change" we will require proof of it.

When completing the Acknowledgment of Paternity, make sure to send **both** the **White and Yellow** copies to the Vital Records Office. Please ensure that all the information from the white page transfers legibly to the yellow page. We cannot stress enough how important it is for this form to be legible, clean and for all information to match the birth certificate.

Hospital Birth Clerks can now email their Monthly Maternity Report form which is available on our Subscription website to Diana.Yeager@nebraska.gov

All forms and applications, including "Refusal Letters", have to be submitted in English. These forms are kept on file and because of their legal purpose they have to be in English. You can always give the parents, for example, a Spanish version for them to review before they sign the English form.